



Oregon State Board of Nursing
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Oregon State Board of Nursing Frequently Asked Questions— Accommodations for CNA/CMA Testing

Introduction:

The Board of Nursing and D&S Diversified Technologies LLP dba Headmaster are committed to providing accessible examinations to qualified candidates with documented disabilities that may affect success on the Certified Nursing Assistant (CNA) or Certified Medication Aide (CMA) Exam. The FAQs presented below will assist nursing assistant and medication aide training program faculty and applicants in processing requests for accommodation.

- Q:** I have a documented disability that impacts testing situations. How can I request accommodations for testing?
- A:** Complete the “Request for Testing Accommodations” form ([LIC-614](#)), in addition to the application for CNA 1 licensure by examination ([LIC-703](#)), CNA 1 or CMA renewal/reactivation by examination ([LIC-701](#)), or CMA licensure by examination ([LIC-704](#)).
- Q:** What documentation must be submitted to the Board of Nursing to process a request for testing accommodation?
- A:** Two documents are required in addition to the application for the license: 1) **Form LIC-614 “Request for Testing Accommodations”** describing the disability and specifying what accommodation(s) will be needed for testing; and 2) **Documentation from a qualified healthcare provider** on official letterhead stating the diagnostic studies/analysis completed, confirmed diagnosis (including the International Classification of Diseases (ICD) code and/or the Diagnostic and Statistical Manual code), the specific type of disability diagnosed and the accommodations that are needed associated with the diagnosed disability. The documentation must include the original signature of the healthcare provider with their title and contact information. The requested accommodation(s) must align in the two documents. If the candidate requests different accommodations than the healthcare provider designates are needed, the documents will need to be re-submitted.
- Q:** Who would be considered a qualified healthcare provider?
- A:** A healthcare provider with specific training and experience in assessing learning/mental/cognitive disabilities and/or diagnosing conditions associated with learning skills. Some examples would include educational psychologists, psychologists with training in this area, psychiatrists, pediatricians with training in this area, other specialists focusing on learning and cognitive development. ***A physician/nurse practitioner may or may not be qualified to test for and diagnose learning disabilities.*** At many colleges a student learning resource center is in place to assist students with learning challenges. These centers can often direct students to the appropriate healthcare providers to assess and diagnose learning disabilities. Specific testing must be completed to diagnose learning disabilities. A diagnosis of a condition requiring testing accommodations cannot be made through a short visit to a primary care physician or family nurse practitioner.

- Q:** What type of documentation validates the need for accommodation?
- A:** The documentation needs to include the tests completed, the diagnosis(es) confirmed through those tests, and the accommodations recommended for the diagnosis(es).
- NOTE: The tests completed to diagnose a learning disability are typically extensive and the reports are anywhere from 5-20 pages in length. Commonly administered test names are: Woodcock-Johnson, Weschler Adult Intelligence Scale, and Differential Ability Scales. A healthcare provider cannot diagnose a learning disability through a short office visit that includes only talking with the student.**
- Q:** I went to my primary care provider and told them I needed help to do better on tests. The provider agreed to give me a letter saying I needed accommodation. Is this acceptable?
- A:** No. The healthcare provider must conduct tests to determine the disability that requires accommodation. In most cases the diagnosis of a learning disability requires multiple tests of cognitive and mental processing ability. **Test anxiety is not a recognized medical diagnosis.**
- Q:** I have been told I may have test anxiety. Does this qualify me for testing accommodations?
- A:** No. **Test anxiety is not a recognized medical diagnosis** that indicates the need for testing accommodations. Test anxiety is not a learning disability that qualifies an individual for accommodation. Those with test anxiety may benefit from pharmacologic or non-pharmacologic treatment for these symptoms, however. The particular symptoms should be discussed with your primary care provider.
- Q:** English is not my first language which causes me to need longer to read test questions. Can I submit an accommodation request for this reason?
- A:** No. The fact that English is a second language may impact the speed of reading but this is not recognized as a learning or testing disability that has a diagnosis code.
- Q:** Does requesting accommodation impact my ability to get a testing appointment?
- A:** Information on needed accommodations is provided to Headmaster by the Board of Nursing to allow for scheduling the most appropriate appointment time/place. If the appropriate documentation is submitted with the application, this should not significantly impact getting scheduled for an examination.
- Q:** How will I know if I have been approved for testing accommodation?
- A:** The Licensing Technician will confirm with the applicant that they are either approved for the requested accommodation or if the request does not meet criteria for accommodation. If additional information is needed from the applicant to process the request, the Licensing Technician will inform the applicant of what is needed.
- Q:** My accommodations request includes having paper/pencil tests rather than computerized tests. Can the CNA or CMA exam be administered as a printed test?
- A:** Yes.

- Q:** I had extra time for tests during the training because of test anxiety. Why won't I receive more time to complete the CNA or CMA exam?
- A:** Test anxiety is a commonly used term but is not a recognized medical condition. As noted above, those with test anxiety may benefit from some medical interventions. A training program may grant accommodations for various reasons that may not be part of the recognized learning disabilities that allow for accommodations on the CNA or CMA exam.

Revised: June 2016